



STATE OF WASHINGTON  
**DEPARTMENT OF REVENUE**

May 15, 2009

Tax Registration Number:

## You must pay your taxes electronically

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**New law:  
SSB 5571**

The Washington State Legislature passed a law that requires you – as a monthly taxpayer – to file **and pay** your taxes electronically. If you are not already paying electronically, you must begin with your **July 2009 return**, due by August 25, 2009.

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**Possible penalty**

After August 25, 2009, if you do not pay electronically you may have to pay a ten percent penalty.

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**Your payment  
options**

If you are required to pay through electronic funds transfer (EFT), continue to do so. If not, you have these payment options:

**Electronic Funds Transfer (EFT)**

You must register to use EFT. Allow three days for the registration to be processed.

***EFT Debit:*** You authorize the Department's bank to withdraw the amount you owe from your bank account on the date you select. This happens automatically when you submit your return.

***EFT Credit:*** You authorize your bank to send funds to the Department's account. You must initiate this payment each month.

**E-check**

You enter your bank account number and routing information to make a one-time payment. US Bank charges you a one dollar fee for each transaction.

**Credit Card**

You enter your credit card information to make a one-time payment. You can use Visa, MasterCard, American Express or Discover. A 2.5% fee is charged by a non-state vendor for this service.

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**If you can't pay electronically** You may request a waiver if you have extenuating circumstances that prevent you from paying electronically. Send a written request with explanation to:

Electronic Filing and Payment Team  
Department of Revenue  
PO Box 47476  
Olympia, WA 98504-7476

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**Assistance is available** We are here to help. If you have questions or need assistance, please call us at 1-877-345-3353.

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